



## **COUNCIL COMMITTEE REPORT AUDIT AND FINANCE COMMITTEE**

Date: 3/25/15

Agenda Item #: 4

*Agenda Item: Consider options for providing additional staff for City Council Members (This item is related to item 40 on the February 26<sup>th</sup>, 2015 City Council meeting agenda and was previously discussed at the March 9<sup>th</sup>, 2015 meeting of this committee.)*

### **Vote**

4-0 [Committee members are Mayor Pro Tem Tovo (chair), Council Member Troxclair (vice-chair), Council Member Renteria, and Council Member Pool.]

### **Original Sponsors/Department:**

SPONSOR: Mayor Steve Adler, Co-sponsor 1: Council Member Leslie Pool, Co-sponsor 2: Council Member Sheri Gallo Co-sponsor 3: Council Member Ann Kitchen

### **Summary of Discussion**

Mayor Pro Tem Tovo provided a document summarizing her understanding of the Council objectives related to the item as well as four potential proposals to enhance Council staffing based on discussions at prior meetings of the City Council and Council Audit and Finance Committee. These proposals are summarized below:

Proposal 1: Add one position to each Council office and two to the Mayor's office to enhance constituent services, serve as advisors in areas of specialized knowledge, coordinate projects, assist with Council Member's committees, and further the outreach efforts of each Council office.

Proposal 2: Add 3 to 5 positions within the Office of the City Auditor to serve as advisors in areas of specialized knowledge, coordinate Council-wide projects, assist with Council committees, and further the collective outreach efforts of the City Council.

Proposal 3: Add 5 positions to the Mayor's office to serve as advisors in areas of specialized knowledge, support Council committees, and support significant policy initiatives.

Proposal 4: Consider proposals for additional Council staff within the FY2016 Budget Process allowing for broader consideration of diverse budgetary needs, clarification regarding the staff role and function, and processes for identifying Council priorities and projects.

## **Direction**

The Committee voted unanimously (4-0) to recommend a modified version of Proposal 1 to the full Council for consideration.

## **Recommendation:**

Proposal 1: Add 12 FTEs in FY15, one for each Council office and two for the Mayor's office. Positions or funding would return to the originating department absent an affirmative vote of the Council to continue funding these positions in the FY16 budget. The intent of the Committee is to add these positions in a budget-neutral manner.

The function of the positions is to enhance constituent services, serve as advisors in areas of specialized knowledge, coordinate projects, assist with Council Member's committees and further the outreach efforts of each Council office.

- Each Council Member hires own staff and sets priority for their work as well as performance standards and review processes
- Amount added to each Council office budget equates to the average salary of all current Council staff members plus benefits
- Staff subject to existing Council staff requirements regarding Open Meetings and Public Information Acts.

## **Additional Information Needed**

- total cost (including benefits and equipment)
- potential sources of funding (vacant positions/fund balance)
- impact of reallocating funds/positions